



**Application for Autism Spectrum Disorder  
Performing Provider Medicaid Eligibility**  
**Alabama Department of Mental Health**  
**Office of Autism Services**



**Complete ALL yellow shaded cells.**

Name of Requesting Organization: \_\_\_\_\_

Requesting Organization Contact Person: \_\_\_\_\_

**Full Legal Name of Applicant:** \_\_\_\_\_  
First Middle Last Suffix

**ALL Former Names (enter NA if not applicable to this applicant)**  
Maiden Name \_\_\_\_\_  
First Middle Last  
Other Former Surname(s) \_\_\_\_\_  
Former Middle Name(s) \_\_\_\_\_

Applicant's Date of Birth: \_\_\_\_\_ Eligibility begins upon completion of credentialing process.

Application Date: \_\_\_\_\_ Application Approval Date: (ADMH fill out) \_\_\_\_\_

Counties to serve: \_\_\_\_\_

**APPLYING FOR AUTISM SERVICES LEVEL/POSITION:** (check the box next to all that apply)

**IN-HOME THERAPY**

Level / Position	Qualifications	Application Documents Required	Eligible to Provide (assumes completion of required training/certification):
<input type="checkbox"/> <b>PASS I</b> (Professional Autism Services Specialist I)	<input type="checkbox"/> Licensed in the State of Alabama as a Professional Counselor, Graduate Level Social Worker, Registered Nurse, Marriage and Family Therapist, Clinical Psychologist, Physician <input type="checkbox"/> Master's Degree or above from a nationally or regionally accredited university or college in psychology, counseling, social work, or other behavioral health area with requisite course work equivalent to that degree in counseling, psychology, or social work <input type="checkbox"/> Minimum of two years' experience working with the IDD population, including ASD <input type="checkbox"/> Master's Degree or above from a nationally or regionally accredited university or college in psychology, counseling, social work, or other behavioral health area with requisite course work equivalent to that degree in counseling, psychology, or social work <input type="checkbox"/> Minimum of two years' experience working with the IDD population, including ASD	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least two years direct service experience for Master's level provider. <input type="checkbox"/> Copy of diploma showing appropriate degree has been earned. <input type="checkbox"/> Copy of licensure showing certification in human services field. <input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least two years direct service experience for Master's level provider. <input type="checkbox"/> Unofficial college transcripts showing appropriate degree has been earned.	Psychoeducational Services Individual counseling/therapy Family counseling/therapy Group counseling/therapy Coping Skills Training Assessment Therapeutic Treatment Crisis Intervention Basic Living Skills Social Skills Therapy In-Home Intervention Treatment Plan Review Progress Reporting Development of Individual Program Plan Transition Planning

<input type="checkbox"/> <b>PASS II</b> (Professional Autism Services Specialist II)	<input type="checkbox"/> Bachelor of Arts or Bachelor of Science in a human service related field from an accredited college or university <input type="checkbox"/> Minimum of one-year experience working with individuals with disabilities, families and/or service coordination	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least one-year direct service experience for Bachelor's level provider. <input type="checkbox"/> Copy of college transcripts showing appropriate degree has been earned <input type="checkbox"/> Copy of licensure showing certification in human services field (if licensed).	Psychoeducational Services Individual counseling/therapy Family counseling/therapy Group counseling/therapy Coping Skills Training Therapeutic Treatment Crisis Intervention Basic Living Skills Social Skills Therapy In-Home Intervention  The PASS II must be supervised by PASS I.
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BEHAVIOR SUPPORT			
Level / Position	Qualifications	Application Documents Required	Eligible to Provide (assumes completion of required training/certification):
<input type="checkbox"/> <b>Behavior Therapist</b> (Professional Autism Services Specialist I)	<input type="checkbox"/> Masters or doctoral degree and be a licensed clinician with the appropriate training to develop behavioral intervention plan, including: Licensed and Board-Certified Behavior Analyst (BCBA/BCBA-D, LBA) OR Licensed Psychologist <input type="checkbox"/> Minimum two years' full-time working experience in providing ASD services, one year of which must be post-graduate work.	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least two-years direct service experience for Master's level provider. <input type="checkbox"/> Copy of diploma showing appropriate degree has been earned. <input type="checkbox"/> Copy of licensure showing certification in human services field.	Discrete Trial Training Incidental Teaching Pivotal Response Training Verbal Behavior Intervention Functional Communication Training Coping Skills Training Assessment Reduction of Environmental Barriers to Learning Maladaptive Behavior Reduction Functional Behavior Assessment Functional Analysis Crisis Intervention Social Skills Therapy Basic Living Skills Psychoeducational Services Sensory Integration Development of Individual Program Plan Progress Reporting- Treatment Plan Review Transition Planning Family Training Augmentative Communication Training  PASS I may be supervised by PASS I.
<input type="checkbox"/> <b>Behavior Support Monitor</b> (Professional Autism Services Specialist I)	<input type="checkbox"/> Masters or doctoral degree and be a licensed clinician with the appropriate training to implement behavioral intervention plan, including: Licensed and Board-Certified Behavior Analyst (BCBA/BCBA-D, LBA), Board-Certified assistant Behavior Analyst (BCaBA), OR Licensed Psychologist, Speech Language Pathologist (SLP), Licensed Professional Counselor (LPC), Licensed Occupational Therapist (OT), Licensed Independent Clinical Social Worker (LICSW), Registered Behavior Technician (RBT) <input type="checkbox"/> Minimum two years' full-time working experience in providing ASD services, one year of which must be post-graduate work.	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least two-years direct service experience for Master's level provider. <input type="checkbox"/> Copy of diploma showing appropriate degree has been earned. <input type="checkbox"/> Copy of licensure showing certification in human services field. <input type="checkbox"/> Copy of RBT Certification (if applicable)	Discrete Trial Training Incidental Teaching Pivotal Response Training Verbal Behavior Intervention Functional Communication Training Coping Skills Training Assessment Reduction of Environmental Barriers to Learning Maladaptive Behavior Reduction Functional Behavior Assessment Crisis Intervention Social Skills Therapy Basic Living Skills Psychoeducational Services Sensory Integration Development of Individual Program Plan Augmentative Communication Training  The PASS II must be supervised by PASS I.
<input type="checkbox"/> <b>Behavior Support Monitor</b> (Professional Autism Services Specialist II)	<input type="checkbox"/> Bachelor degree in a relevant human services field and the appropriate training in implementing behavioral interventions, including: Licensed & Board Certified Assistant Behavior Analyst (BCaBA, LABA), Registered Behavior Technician <input type="checkbox"/> Minimum one-year of supervised experience in performing ASD services after obtaining the degree	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least one-year direct service experience for Bachelor's level provider. <input type="checkbox"/> Unofficial college transcripts showing appropriate degree has been earned. <input type="checkbox"/> Copy of licensure showing certification in human services field (if licensed). <input type="checkbox"/> Copy of RBT Certification (if applicable).	Discrete Trial Training Incidental Teaching Pivotal Response Training Verbal Behavior Intervention Functional Communication Training Coping Skills Training Assessment Reduction of Environmental Barriers to Learning Maladaptive Behavior Reduction Functional Behavior Assessment Crisis Intervention Social Skills Therapy Basic Living Skills Psychoeducational Services Sensory Integration Development of Individual Program Plan Augmentative Communication Training  The PASS II must be supervised by PASS I.

<input type="checkbox"/> <b>Behavior Support Monitor</b> (Certified Autism Services Specialist)	<input type="checkbox"/> High-school diploma or GED <input type="checkbox"/> Registered Behavior Technician Certification <input type="checkbox"/> Minimum two years' experience working with children/adolescents/transition-age youth, and adequate ongoing supervision	<input type="checkbox"/> Completed and signed application <input type="checkbox"/> Copy of RBT Certification <input type="checkbox"/> Resume that will demonstrate at least two-year direct service experience. <input type="checkbox"/> Copy of high school transcripts	Discrete Trial Training Incident Teaching Pivotal Response Training Verbal Behavior Intervention Functional Communication Training Coping Skills Training Reduction of Environmental Barriers to Learning Maladaptive Behavior Reduction Social Skills Training Basic Living Skills Psychoeducational Services Sensory Integration Family Training Augmentative Communication Training  The CASS must be supervised by PASS I.
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THERAPEUTIC MENTORING			
Level / Position	Qualifications	Application Documents Required	Eligible to Provide (assumes completion of required training/certification):
<input type="checkbox"/> <b>PASS I</b> (Professional Autism Services Specialist I)	<input type="checkbox"/> Master's Degree or above from a nationally or regionally accredited university or college in psychology, counseling, social work, or other behavioral health area with requisite course work equivalent to that degree in counseling, psychology, or social work <input type="checkbox"/> Minimum of two years' experience working with the IDD population, including ASD <input type="checkbox"/> Must be 21 years or older	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least two-year direct service experience for Master's level provider. <input type="checkbox"/> Unofficial college transcripts showing appropriate degree has been earned (if not licensed). <input type="checkbox"/> Copy of diploma showing appropriate degree has been earned (if licensed). <input type="checkbox"/> Copy of licensure showing certification in human services field (if licensed).	Basic Living Skills Social Skills Training Coping Skills Training Assessment Plan Review Progress Reporting Transition Planning  The PASS II and CASS must be supervised by a PASS I.
<input type="checkbox"/> <b>PASS II</b> (Professional Autism Services Specialist II)	<input type="checkbox"/> Bachelor of Arts or Bachelor of Science in a human service related field from an accredited college or university with a minimum of one-year experience working with individuals with disabilities, families and/or service coordination <input type="checkbox"/> Minimum one-year experience working with individuals with disabilities, families and/or service coordination <input type="checkbox"/> Must be 21 years or older	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least one-year direct service experience for Bachelor's level provider. <input type="checkbox"/> Unofficial college transcripts showing appropriate degree has been earned. <input type="checkbox"/> Copy of licensure showing certification in human services field (if licensed).	
<input type="checkbox"/> <b>CASS</b> (Certified Autism Services Specialist)	<input type="checkbox"/> High-school diploma or GED <input type="checkbox"/> Minimum two years' experience working with children/adolescents/transition-age youth, and adequate ongoing supervision <input type="checkbox"/> Must be 21 years or older	<input type="checkbox"/> Resume that will demonstrate at least two-years direct service experience for Non-degreed level provider. <input type="checkbox"/> Copy of high school transcripts	

PSYCHOEDUCATIONAL SERVICES			
Level / Position	Qualifications	Application Documents Required	Eligible to Provide (assumes completion of required training/certification):
<input type="checkbox"/> <b>PASS I</b> (Professional Autism Services Specialist I)	<input type="checkbox"/> Master's Degree or above from a nationally or regionally accredited university or college in psychology, counseling, social work, or other behavioral health area with requisite course work	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least two-years direct service experience for Master's level provider.	Education on the following topics: Nature of the disorder Expected symptoms Ways in which the family member can cope with the disorder

	equivalent to that degree in counseling, psychology, or social work <input type="checkbox"/> Minimum of two years' experience working with the IDD population, including ASD	<input type="checkbox"/> Unofficial college transcripts showing appropriate degree has been earned (if not licensed). <input type="checkbox"/> Copy of diploma showing appropriate degree has been earned (if licensed). <input type="checkbox"/> Copy of licensure showing certification in human services field.	The PASS II and CASS must be supervised by a PASS I.
<input type="checkbox"/> <b>PASS II</b> (Professional Autism Services Specialist II)	<input type="checkbox"/> Bachelor of Arts or Bachelor of Science in a human service related field from an accredited college or university <input type="checkbox"/> Minimum one-year experience working with individuals with disabilities, families and/or service coordination	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least one-year direct service experience for Bachelor's level provider. <input type="checkbox"/> Unofficial college transcripts showing appropriate degree has been earned. <input type="checkbox"/> Copy of licensure showing certification in human services field (if licensed).	
<input type="checkbox"/> <b>CASS</b> (Certified Autism Services Specialist)	<input type="checkbox"/> High-school diploma or GED <input type="checkbox"/> Minimum two years' experience working with children/adolescents/transition-age youth, and adequate ongoing supervision	<input type="checkbox"/> Resume that will demonstrate at least two-year direct service experience for Non-degreed level provider. <input type="checkbox"/> Copy of high school transcripts	

PEER SUPPORT			
Level / Position	Qualifications	Application Documents Required	Eligible to Provide (assumes completion of required training/certification):
<input type="checkbox"/> <b>PASS I</b> (Professional Autism Services Specialist I)  *This position is for supervision only. Supervision is a non-billable service.	<input type="checkbox"/> Master's Degree or above from a nationally or regionally accredited university or college in psychology, counseling, social work, or other behavioral health area with requisite course work equivalent to that degree in counseling, psychology, or social work <input type="checkbox"/> Minimum of two years' experience working with the IDD population, including ASD	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least two-year direct service experience for Master's level provider. <input type="checkbox"/> Unofficial college transcripts showing appropriate degree has been earned (if not licensed). <input type="checkbox"/> Copy of diploma showing appropriate degree has been earned (if licensed). <input type="checkbox"/> Copy of licensure showing certification in human services field (if licensed).	Supervision for Youth Peer Support Specialist and Parent Peer Support Specialist.  Monitoring & feedback Case consultation Training on new programs, techniques, etc. Program revisions & updates
<input type="checkbox"/> <b>CHILD/YOUTH AUTISM PEER SUPPORT SPECIALIST</b>	<input type="checkbox"/> Must be age 18 or older <input type="checkbox"/> Life experience with ASD and specialized training	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Documentation of life experience	Mentoring Advocacy Development of coping/problem solving skills Promotion of socialization Development of natural supports Engagement of community services  Must be supervised by PASS I
<input type="checkbox"/> <b>PARENT AUTISM PEER SUPPORT SPECIALIST</b>	<input type="checkbox"/> Parent or legal guardian of individual with ASD <input type="checkbox"/> High school diploma or GED	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Copy of high school transcripts <input type="checkbox"/> Documentation of life experience	Mentoring Advocacy Development of coping/problem solving skills Promotion of socialization Development of natural supports Engagement of community services  Must be supervised by PASS I

INTENSIVE CARE COORDINATION			
Level / Position	Qualifications	Application Documents Required	Eligible to Provide (assumes completion of required training/certification):
<input type="checkbox"/> <b>ICC -TARGET 3</b> (Intensive Care Coordinator)	<input type="checkbox"/> Bachelor of Arts or a Bachelor of Science Degree, preferably in a human services related field from an accredited college or university or having earned a degree from an accredited school of Social Work or a Registered Nurse with current licensure <input type="checkbox"/> Minimum one-year experience in working with individuals with disabilities, families and/or planning and arranging services	<input type="checkbox"/> Completed and Signed application <input type="checkbox"/> Resume demonstrating at least one-year direct service experience. <input type="checkbox"/> Unofficial college transcripts showing appropriate degree has been earned. <input type="checkbox"/> Copy of licensure showing certification in human services field (if licensed).	Needs Assessment Case Planning Service Management Social Support Reassessment Monitor and Follow Up
<input type="checkbox"/> <b>ICC – TARGET 10</b> (Intensive Care Coordinator)			

EDUCATION CREDENTIALS:			
School	Degree/Diploma	Field	Graduation Date (Month/Day/Year)

LICENSE CREDENTIALS (IF LICENSED)			
License/Certificate	Field	License Number	Effective Date

**GUIDELINES FOR DEMONSTRATION OF EXPERIENCE IN PROVISION OF AUTISM SERVICES:**

**When a résumé is required**, attach current résumé which clearly shows,

- Specific dates of employment (month/day/year through month/day/year)
- Name and Address of Employing Agency
- Duties relative to supervised experience
- Three relevant references to verify detailed work experience (list below).

Name	Agency	Role	Phone Number

I certify that the above information is correct:

\_\_\_\_\_  
Provider Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director/Program Director

\_\_\_\_\_  
Date

**Fully Complete, Signed Application must include all applicable documents associated with the requested eligibility level. Incomplete applications are not accepted.**

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**SUBMIT APPLICATIONS:**

**VIA EMAIL, PREFERRED:**

**Very clearly legible** documents may be scanned, **into a single pdf formatted document**, and emailed to:  
[autism.dmh@mh.alabama.gov](mailto:autism.dmh@mh.alabama.gov)

OR

**VIA GROUND MAIL:**

Alabama Department of Mental Health  
**ATTN: Autism Services**  
100 North Union Street  
PO Box 301410  
Montgomery, AL 36130

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☐ Approved    ☐ Denied

\_\_\_\_\_  
Signature of ADMH Staff

\_\_\_\_\_  
Credential Completion Date